



The Navajo Nation
Department of Agriculture
PO Box 4889, Window Rock, AZ 86515
Ph: 928-871-6605 Fax: 928-871-6679

April 9, 2012

Dear Potential Vendor/Exhibitor,

The Navajo Nation Department of Agriculture (NNDA) invites you to bring your agricultural products and services to the 3rd Annual Navajo Nation Agriculture Conference & Trade Show to be held on August 21-23, 2012, in beautiful Window Rock, Arizona. Please see the attached flyer.

The conference is designed to meet the professional and technical needs of Navajo ranchers and farmers and agriculture students. The Navajo Tribe is the largest in the United States and makes up 49% of all ranches and farms in Arizona and 19% in New Mexico!

Becoming a vendor at the Navajo Nation is an excellent opportunity to introduce and advertise your company/organization and sell your products to hundreds of people. In conjunction with the booths and exhibits there will also be: agricultural seminars and lectures, hands on livestock and farming demonstrations, a farmers market, raffles and a first time ever presentation on traditional Navajo Horse Butchering.

Commercial booths are available at \$125 per booth per day, non-profit booths are available at \$75 per day and educational booths at \$50 per day. The booths will be located in a comfortable and secure enclosed environment, with access to electricity. Each Vendor will receive two vendor passes for each day of the conference-Tuesday, Wednesday & Thursday, reserved parking, refreshments and lunch will also be provided on Tuesday & Wednesday.

To reserve your space today, please complete the enclosed Vendor Application and return with payment. Please send check or money order along with completed application payable to: Junior Livestock Show, PO Box 1339, St. Michaels, AZ 86511.

For more information, please feel free to contact me at 928-871-7405. Thank you in advance for your participation. You may also visit the NNDA website at www.agriculture.navaio-nsn.gov

Sincerely,

Kimberly Johnson, Vendor Coordinator
"Kéyah Baa Haah Hasin" NNDA Conference



Navajo Nation Department of Agriculture Conference & Trade Show

“Kéyah Baa Haah Hasín”

August 21 – 23, 2012

Vendor Application

Booth Application Deadline: August 14, 2012

Please mail to application and check or money order to :

Junior Livestock Show
PO Box 1339
St. Michaels, AZ 86511

For more information contact:

Kimberly Johnson - Phone: 928-871-7405 Fax: 928-871-6679

Email: kjohnson_gmp@yahoo.com

NNDA Conference Vendor Application

August 21 – 23, 2012

Please print.

Organization/Business Name: _____

Mailing Address: _____

Contact Person: _____ E-mail address: _____

Day Phone: _____ Fax: _____

Description	Booth Fee Day 1	Booth Fee Day 2	No Charge Day 3	Total
*each booth is 10 x 10, 1 table & two chairs will be provided per booth.				
Government Organizations: Distribution of organizations services, literatures and information.	\$75	\$75		\$
School Organizations: For the sale of items by <i>Non-profit and social organization.</i> Games and fundraising is permitted with Vendor Coordinator's approval	\$50	\$50		\$
Non-Profit Organization: Distribution of <i>non- profit</i> literature and information only. Applicants may not sell merchandise, services, or goods of any kind.	\$75	\$75		\$
Non-profit organization, Social Fundraising: For the sale of items by <i>non-profit and social organization.</i> Games and fundraising is permitted with Vendor Coordinator's approval	\$75	\$75		\$
Commercial Sales: Any for-profit sales endeavor. "Commercial Sales" vendors will be NOT be permitted to sell food or beverages	\$125.00	\$125.00		\$
3% Sales Tax				\$
Grand Total				\$

Please make check or money order payable to: Junior Livestock Show, PO Box 1339, St. Michaels,
AZ 86511

VENDOR CONTRACT

1. Vendor will have their assigned vending area set up by 9:00AM and will complete tear down no later than 6:00PM.
2. NNDA is required to carry special event liability insurance coverage for the event. As a part of this coverage,
3. Exhibitors/vendors will receive passes, which must be carried at all times.
4. Limitation of Liability: NNDA assumes no responsibility for any property placed on the facilities by vendor and the NNDA is hereby relieved and discharged from any and all liability for any loss, injury or damage to persons or property that may be sustained by reason of the occupancy of the Nakai Hall under this agreement.
2. RESTRICTION ON EXHIBITS: The NNDA and its agent reserve the right to restrict as allowed by law the operation of any exhibit which may become objectionable to exhibitors or to the public.
3. NOISE: No sound amplification devices may be used by exhibitors without the prior written consent of NNDA. If NNDA approves the use of any such device, the exhibitor shall use the device in a manner that will cause the least disturbance. If NNDA determines that any device so approved is causing unnecessary noise the agent may revoke the approval of the device and require the vendor to remove the device.
4. Fire and Life Regulations: All exhibits must comply with Appropriate Fire and Life Safety regulations.
5. CANCELLATIONS / REFUNDS: If Vendor fails to pay the balance of space rental on or before 5:00 pm on Thursday, August 14, 2012, the Vendor's rights to exhibit may be canceled without further notice or refund.
6. RIGHTS OF THE NNDA IN THE EVENT EXHIBITION IS NOT HELD: NNDA shall not be liable for any damages or expenses incurred by Vendors in the event the show is delayed, interrupted or not held as scheduled. , and if for any reason beyond the control of NNDA the conference is not held. NNDA may retain so much of the amount paid by Vendors as necessary to defray expenses already incurred by NNDA.

Thank you for joining us for our third Annual Navajo Nation Conference and Trade Show. We look forward to working with you.

A signed copy of this agreement will be returned to you for your records.

Accepted by: _____

Title: _____ Date: ____ / ____ / ____

Telephone No. _____